

City of Chattanooga, TN
Personnel Class Specification

Class Code 0664

FLSA: Non Exempt

CLASSIFICATION TITLE: LANDFILL TECHNICIAN, SENIOR

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform surveying, drafting, inspection, and landfill engineering activities associated with landfill operations and monitoring of the landfill's gas recovery system.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Provides supervision of landfill operations and personnel in absence of Landfill Supervisor; coordinates daily work activities and provides direction/assistance to employees; organizes, prioritizes, and assigns work; monitors status of work, inspects completed work, and troubleshoots problem situations.

Prepares engineering reports, specifications, and operating plans; generates drawings from landfill surveys, utilizing AutoCADD computer-aided design/drawing program.

Inspects operations of landfill gas system, air injection system, pump stations, truck wash, and related systems; conducts storm water compliance inspections; reviews air monitoring data; records operating data pertaining to systems and pump stations; conducts random inspections of waste trucks or other vehicles bringing materials into landfill to identify potentially hazardous materials; maintains records of inspection activities and findings.

Collects storm water samples, groundwater samples, and landfill gas samples.

Determines whether pollution control devices are operating properly; determines whether required monitoring information is being reported to authorities.

Notifies supervisor of problem situations; makes recommendations for gas system improvements to supervisor.

Surveys land, establishes grade, and sets grade stakes; provides adequate survey markers to properly complete job.

Generates various reports as required by regulatory agencies; submits reports to appropriate agencies/individuals.

Prepares or completes various forms, reports, correspondence, air monitoring reports, storm water reports, gas monitoring reports, groundwater reports, and other documents.

Receives various forms, reports, correspondence, meter readings, air monitoring reports, groundwater reports, storm water reports, storm water permits, air permits, survey maps, topographic drawings, specifications, manuals, or other documentation; reviews, processes, forwards or retains as appropriate.

Operates a computer to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections as appropriate; utilizes word processing, database, computer-aided design/drawings, or other programs; performs basic maintenance of computer system and office equipment, such as backing up data or replacing paper, ink, or toner; coordinates service/repair activities as needed.

Operates a variety of machinery, equipment, and tools associated with department projects, which may include a utility vehicle, survey gun, gas meter, laser level, manual level, pressure gauges, survey data collector, gas detection meters, testing instruments, meters, gauges, or mechanic tools.

Performs general maintenance tasks necessary to keep equipment and tools in operable condition, which may include inspecting equipment, checking fluid levels, replacing fluids, greasing equipment, washing/cleaning equipment, or cleaning work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

Follows safety procedures, utilizes safety equipment, and monitors work environment to ensure safety of employees and other individuals.

Communicates with supervisor, employees, other departments, regulatory agencies, customers, the public, outside agencies, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Maintains a comprehensive, current knowledge of applicable laws/regulations; maintains an awareness of new procedures, methods, trends and advances in the profession; reads professional literature; attends workshops and training sessions as appropriate.

ADDITIONAL FUNCTIONS

Provides assistance to other employees or departments as needed.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Associate's degree with course work emphasis in Civil Engineering, Environmental Engineering, or Landfill Management; supplemented by three (3) years previous experience and/or training that includes civil engineering, land surveying, AutoCADD operations, landfill operations, environmental regulatory compliance, or a related field; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Tennessee Driver's License.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, profit and loss, ratio and proportion; may include ability to calculate surface areas, volumes, weights, and measures.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, traffic hazards, bright/dim light, toxic agents, disease, or pathogenic substances.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

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